

Board Meeting Minutes

Tuesday, August 24, 2010, 5:30 p.m.

Warwick Sewer Authority Conference Room

125 Arthur W. Devine Boulevard

Warwick, RI 02886

Board Members in Attendance: Guests:

Fred Sullivan, Chairman Kim Michalik, Pease & Curren

Aaron Guckian, Secretary Mr. Roy Dempsey

Steven Sylven, P.E.

Peter Ginaitt

Gary Jarvis

Staff Present:

Janine L. Burke, Executive Director John Revens, WSA Legal Counsel

Joel F. Burke, Superintendent Patrick Doyle, Assistant Superintendent

BettyAnne Rossi, Pretreatment Coordinator Lynn F. Owens, Administrative Coordinator

Lynda Ortiz, Finance/Customer Service Mngr.

1. Call to Order At 5:37 p.m. Chairman Sullivan called this meeting to order.

2. Approval of Minutes

a. Approval of minutes from the regular meeting held August 12, 2010.

ACTION: Mr. Sylven moved approval of the minutes. Mr. Guckian seconded the motion. Chairman Sullivan, Messrs. Guckian, Sylven and Jarvis voted in favor of the motion. Mr. Ginaitt unavailable for vote. Motion passes.

3. March 30, 2010 Pawtuxet River Flooding

a. Superintendent Joel Burke presented a PowerPoint report to the Board on flood damage at WSA's treatment facility and pump stations, expenses associated with the flood and recovery efforts since the flood. 2010 Flood Recovery Estimates were distributed to the Board following the presentation.

Mr. Ginaitt stated after the first flood Board member Steve Sylven and he had volunteered to sit and look at some form of preparedness plan that is in concert with predictors; preparedness efforts should be tied to stages of weather predictions. He suggested they meet this fall with WSA staff.

Superintendent Burke stated we have an emergency response (plan) for all of the pumping stations for hurricanes, minor flooding, major power failures, and had an inventory of equipment. He said obviously

something of this magnitude needs to be looked at. He said much work and coordination is needed in the areas of emergency management at the state level to include communication with a wastewater task force.

b. Financial Report of Flood Expenses

Superintendent Burke reviewed with the Board the 2010 Flood Recovery Estimates. He said we are looking to complete the recovery efforts by March 2011.

4. Industrial Pretreatment Program (IPP)

**a. Pease and Curren, 75 Pennsylvania Avenue, Warwick
Show Cause Hearing, request for fine relief**

ACTION: Pretreatment Coordinator and Laboratory Director Betty Anne Rossi introduced Kim Michalik, Pease and Curren, to the Board members. Pease and Curren, a refiner located at 75 Pennsylvania Avenue, Warwick has requested that the WSA relieve them from payment of fines imposed by the Industrial Pretreatment Program (IPP) for silver discharge non-compliance. Ms. Rossi provided a brief synopsis of the company's non-compliance and associated fine, the steps taken by the company to ensure the discharge of a compliant waste stream and the expenses they have incurred in order to upgrade their system. Ms. Rossi stated it is our recommendation to

provide Pease and Curran with \$304.61 in fine relief, with the balance of \$45.39 payable within fifteen (15) days.

Ms. Michalik stated she wanted the Board to realize that Pease and Curren has been proactive, diligently trying to fix the problem to make sure this doesn't happen again.

After considerable discussion about the violation, Mr. Sylven made a motion to reduce the fine to \$45.39. Mr. Jarvis seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian, Sylven and Jarvis voted in favor of the motion. Motion approved.

5. Operations and Maintenance Division

a. AECOM Contract: Energy Efficiency Projects

ACTION: Director Burke stated we asked AECOM to come up with a budget and separate contract, using hourly bid rates, to perform necessary engineering work for energy efficiency upgrades that can be incorporated into the treatment facility reconstruction. She said we have applied for grant money for these projects which would include reimbursement for the cost of related engineering. She said

we may have to amend the contract as we know better what kind of work we need from AECOM as far as developing bid specifications or more detailed electrical engineering work. Director Burke stated they have completed the report needed to apply for the grant funds. She said the agreement has a “not to exceed” limit of \$20,400.

Mr. Sylven moved approval of the AECOM contract as submitted. Mr. Ginaitt seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian, Sylven and Jarvis voted in favor of the motion. Motion approved.

6. Construction Division

a. Sewer Project Update Report

i. Governor Francis Farms II: Director Burke stated we are moving ahead on the pump station.

ii. Bayside IV/Longmeadow: Director Burke stated the pre-bid meeting will be held August 26th and the bid opening is scheduled for September 9th.

iii. Kirby Avenue sewer extension: Director Burke stated the necessary easements have been signed and recorded. She said Mat Solitro completed the necessary surveying and will fine tune the engineering plans for review with D’Ambra Construction.

Director Burke stated drainlayer Steve Cary still owes WSA \$1,000; that was to be paid by June 20, 2010. The Board asked that Mr. Cary appear before them to address the situation.

7. Billing Services Division

a. Sewer Assessment Abatement

Name	Service	Address	Reason	Amount
-------------	----------------	----------------	---------------	---------------

Howard A. Pierce		27 Canna Street		
-------------------------	--	------------------------	--	--

Plat 307 Lot 0047	Property owner	paid for infrastructure;		
--------------------------	-----------------------	---------------------------------	--	--

Assess at 53%	\$3,815.46			
----------------------	-------------------	--	--	--

ACTION: Mr. Guckian moved approval. Mr. Ginaitt seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian, Sylven and Jarvis voted in favor of the motion. Motion approved.

8. Administrative Items

a. Review of FY 2011 Project Priority List and Funding Options

ACTION: Discussion item.

Director Burke asked the Board to review the Project Priority List and provide input. She said the State Revolving Loan Fund manager, the Rhode Island Clean Water Finance Agency, needs to know by the end of September whether or not we will be borrowing money this year (\$3 million in bond authorization remains). She said she is not convinced that we are ready nor have a real need to borrow any money as part of this year's Bond Sale. She said keep in mind that the approved Sewer Bond was intended for construction of new sewers, at least that is my understanding. She said we have some serious needs in the existing collection system and will need additional bond authorization to construct the treatment facility upgrades. She said we plan to apply for any and all FEMA, legislative and other grants that may become available to us as a result of The Flood.

Mr. Sylven stated work on the levee should be a priority. Director Burke stated improvements to the levee were not included in this year's Project Priority List, so it is not eligible for a loan this year. The Board reviewed the FY2011 Project Priority List, the borrowing process, and the cost of sewer construction. Chairman Sullivan recommended we borrow money for GAPS and Northwest Gorton Pond. Director Burke stated both of those projects are not fully

designed and not ready for construction.

Mr. Jarvis suggested WSA put off borrowing until next August and focus our efforts on Governor Francis and Longmeadow. Mr. Guckian stated due to flood recovery efforts and the state of the economy, he suggested this item be tabled. Mr. Jarvis moved to defer borrowing until next year. Mr. Guckian seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian, Sylven and Jarvis voted to table borrowing for this year. Motion passes.

b. Director's Report

i. Financial Report

ii. Administrative Schedule

ACTION: Director Burke had provided the Board with end of year figures but that they are still waiting on final FY10 numbers which we will report to you as soon as they are available. She said the Finance Office needs to complete the recording of usage and assessment revenues and finalize the personnel and administrative-related back charges we get from the City for our share of health care expenses and MIS, Tax Collector and other departmental assistance for example. She stated she is still waiting to hear from the Mayor's office about possible reductions in the current fiscal year 2011 budget.

Director Burke stated we are working on the public hearing for the

rate study. She said it is scheduled for September 9th at City Hall Council Chambers. She said in the interim, she's scheduled several meetings with stakeholders to get their comments and concerns on it, including business people, the director of the Water Department, and the Narragansett Bay Commission's director of billing. She said we will notice the public meeting in the Beacon and plan to do a direct mailing to our business customers most affected by changes to our rate structure.

Director Burke stated the next Board meeting will be on Tuesday, September 14th. She said we've tentatively scheduled an informational meeting on the Longmeadow project on September 23rd. She stated she will be on vacation the last week of September.

c. Chairman's Report: no report.

9. Miscellaneous Items: no items.

10. Consent Agenda – Correspondence

a. USEPA to Mayor Avedisian regarding grant opportunities (8-9-10)

b. Recorded WSA agreement, Plat 363 Lot 0782 (8-18-10)

c. Recorded WSA sewer easement, Plat 382 Lot 0100 (8-18-10)

d. Recorded WSA sewer easement, Plat 382 Lot 0098 (8-18-10)

e. WSA Notice to Contractors on Longmeadow Sewer Project Contract No. 86D (8-18-10)

ACTION: Mr. Jarvis moved to accept the consent agenda. Mr. Sylven seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian, Sylven and Jarvis voted in favor of the motion. Motion approved.

11. New Business: no new business.

12. Old Business

- a. Buttonwoods Fire District**
- b. WSA Deferment Policy**
- c. Mandatory Sewer Connection Program**
- d. Sewer Tie-In Loan Fund**
- e. Facilities Plan Update**
- f. Safety Valve Insurance Revenue Sharing Proposal**
- g. Amendments to By-Laws**

13. PUBLIC COMMENT PERIOD

Comments only may be addressed to the WSA Board who will take them under advisement.

Mr. Roy Dempsey presented his comments to the Board.

14. Adjournment

Mr. Ginaitt asked that the record indicate that he will be out of the state from September 3rd to September 18th on business.

Chairman Sullivan stated the Council President is agreeable to putting on the October Council agenda the connect capable fee.

Mr. Guckian moved to adjourn this meeting. Mr. Sylven seconded the motion. Chairman Sullivan, Messrs. Ginaitt, Guckian, Sylven and Jarvis voted in favor of the motion. Motion approved.

At 7:27 p.m. this meeting ended.

Aaron Guckian, Secretary

Date of Approval